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DHR - Broghill-- 1921

1 SEP 1964

Executive Registry

6K-6173

MEMORANDUM FOR: Executive Director-Comptroller

THROUGH : Acting Deputy Director for Support

SUBJECT : Participation by DCI and DDCI in Midcareer
Course No. 4

1. This memorandum suggests action on the part of the Director of Central Intelligence and the Deputy Director of Central Intelligence; this action is contained in Paragraph 3.

2. We are hopeful that both Mr. McCone and General Carter can participate in the forthcoming Midcareer Executive Development Course.

3. We would like to have the Director deliver a ten to fifteen minute address during the opening session of the Course, and to have General Carter make a few closing remarks and present graduation certificates on the final day. However, we would be equally happy to have the order of appearance reversed.

4. The initial session of the Course will be held on 17 September in Room 7D64, Headquarters Building. The talk by the DCI or the DDCI can be arranged for any time between ten o'clock and noon with the earlier hour preferable to us. The address might be in the nature of a welcome to the fourth group and might touch upon the value to the Agency of the Midcareer Training Program and Midcareer Executive Development Course. In a broader context, the talk might emphasize the need throughout Government, business, and industry for executive personnel with managerial know-how, substantive expertise, and a keen awareness of the problems and opportunities facing Americans and their Government both at home and abroad.

(EXECUTIVE REGISTRY FILE)

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5. The graduation ceremony is scheduled for 1500 hours on Friday, 30 October in the Broyhill Building. However, if it will help to ensure the participation of the DCI or DDCI, we will make arrangements to hold the session at the Headquarters Building at any time during that afternoon.

SIGNED
MATTHEW BAIRD
Director of Training

CONCUR:

SIGNED R. L. Bannerman

4 SEP 1964

Acting Deputy Director for Support

Date

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pg 11
11
25
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- 2 -

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